

# Statewide Announcement is made of the following Active Guard Reserve (AGR) Position in the Nevada Air National Guard

<b>Announcement Number:</b>	<b>14-048</b>
<b>Date of announcement:</b>	<b>23 May 2014</b>
<b>Closing Date:</b>	<b>20 June 2014</b> (All applications must be received before 1600 on the closing date in the Human Resources Office, not postmarked by closing date.)
<b>Start Date No Later Than:</b>	<b>N/A</b>
<b>Position Description &amp; #:</b>	Cyber Systems Operations, Position #0993677
<b>Duty Location:</b>	Reno, NV
<b>Unit:</b>	152d Communications Flight
<b>Area of Consideration:</b>	<b>Statewide*</b> ; Current members of the Nevada Air National Guard
<b>Grade:</b>	Enlisted, Min E-4/SrA- MAX-E-5/SSgt
<b>AFSC:</b>	<b>3D0X2 Preferred but not required. Must be eligible to become 3D0X2 qualified. Failure to complete 3D0X2 course will result in termination of AGR tour. (see AFSC requirements below)</b>
<b>Salary:</b>	Full military pay and allowances depending on rank and longevity
<b>Initial Tour Length:</b>	3 years
<b>Human Resources Point of Contact:</b>	1SG Anderson (775) 887-7391/DSN 530-7391 <a href="mailto:troy.h.anderson.mil@mail.mil">troy.h.anderson.mil@mail.mil</a>
<b>Unit Point of Contact:</b>	CMSgt Bartlett (775) 788-4786/DSN 788-4786 <a href="mailto:gregory.bartlett@ang.af.mil">gregory.bartlett@ang.af.mil</a>
<b>NOTE: *Statewide means: Only current members of the Nevada Air National Guard AGR's, Active Duty, Technicians or Traditional Drill Status Guardsman (M Day) may apply.</b>	

**14-048**

**HOW TO APPLY:**

**INTERESTED APPLICANTS MUST FORWARD THIS CHECKLIST WITH THE FOLLOWING DOCUMENTATION IN ORDER, NO BINDERS OR STAPLES PLEASE!**

1. Initial NGB Form 34-1, dated 20131111, must be complete with original signature (Available on NGB Forms) [http://www.ngbpdc.ngb.army.mil/forms/ngbf34\\_1.htm](http://www.ngbpdc.ngb.army.mil/forms/ngbf34_1.htm)
2. Initial Physical:
  - **AF Form 422**, Physical Profile Serial Report, (Current within 12 Months)
  - **AF Form 1042**, (Only required if announcement requires applicant to be on Flight status)
  - Medical documents which indicates a Permanent Profile higher than a “1” in any of the PULHES fields of the physical (if applicable). Medical documents for any Temporary Profiles. Selected applicant will have to fill out a DD FORM 2870, AUTHORIZATION FOR DISCLOSURE OF MEDICAL OR DENTAL INFORMATION before start date.
3. Initial All DD Form 214 (s), NGB Form 22 (s), and DD Form 215(s) covering any active duty period. **DD 214 copy must include bottom portion that identifies Separation Code. DD 214 Member 4 will have Separation Code.**
4. Initial Current AF Form 526 Retirement Point Credit Record (Guard/Reserve members only).
5. Initial Current RIP Sheet within the last 30 days (RIP must show your ASVAB scores and awarded AFSCs).
6. Initial Air Force Fitness Management System (AFFMS) printout showing a score of at least 75%.
7. Initial Current security clearance must have valid NACLIC. A memo from Security Manager showing current clearance is required.
8. Initial Resume and any supporting documentation to reflect experience, training for the advertised position to include civilian degrees, and letters of recommendation.
9. Initial Last five EPRs/OPRs (if applicable). Submit a memo to the President of the Board, explaining reason(s) for any missing or not requiring of EPR/OPRs.
10. Initial Photograph:
  - Official Military Photo in Dress uniform without headgear preferred (Home Photo is acceptable). Photo in Airman Battle Uniform accepted if Service member does not have dress uniform. If not available submit memo to President of the Board explaining why you do not have a dress uniform photo (if applicable).

11. Initial Copy of Air Force Certificates of Training, to include highest PME completed, documenting military education appropriate to branch/AFSC which qualified.

12. Initial Applicants email address: \_\_\_\_\_  
(Applicants will be contacted by email or phone for interviews)

**Applications without all required supporting documents will not be considered and will not be returned. Applications received after 1600 on the closing date will not be considered and will not be returned.**

US Government postage and envelopes may not be used for submitting applications. Qualified applicants will be contacted for interviews. The Board President or Human Resource Office will contact all applicants to notify them of recommendation or non-recommendation either by phone or by memorandum. If there are three or less applicants a formal board may not be held.

Submit applications to:

**Nevada Military Department**

**ATTN: HRO AGR Branch NGNV-HR-AG**

**2460 Fairview Drive, Carson City Nevada 89701-5502**

**All applications must be received in the HRO office before 1600 on the closing date of this announcement, not postmarked by closing date. If applying for multiple job announcements you must fill out a complete packet for each announcement.**

**PRIMARY DUTIES AND RESPONSIBILITIES:**

**Major Duties:**

Installs, supports and maintains servers or other computer systems and plans for responding to service outages and interruptions to network operations. Administers server-based networked systems, distributed applications, network storage, messaging, and application monitoring required to provision, sustain, operate and integrate cyber networked systems and applications in garrison and at deployed locations. Core competencies include: server operating systems, database administration, web technologies, systems-related project management and supervising computer operators as well as consultant for computer-based problems beyond the knowledge of Client Systems technicians. Supports identification, reconnaissance and exploitation of vulnerabilities while enhancing capabilities within cyber environments to achieve desired affects.

**Duties and Responsibilities:**

Provides core services by designing, configuring, installing, and managing data services at the operating system and server application level. Provides directory services utilizing dynamically assigned IP addresses, domain name server, storage area network, and electronic messaging resources. Manages secure authentication methods utilizing public key infrastructure (PKI) technologies and procedures. Standardizes user privileges and system settings using automated deployment tools such as group policy objects (GPO) system management server. Implements security fixes, operating system patches, and antivirus software. Develops, tests, and implements local restoral and contingency operations plans. Processes and reviews C4 systems requirement documentation, telecommunication service requests, status of acquisition messages, and telecommunication service orders. Performs strategic and budget planning for networks.

Performs system resource management, manages system accounts, performs system-wide backups and data recovery, and load and capacity planning and management. Administers: classified and unclassified message traffic via electronic mail systems, database operations, implements conversions, and investigates problems in database

environment. Ensures continuing systems operability by providing ongoing optimization and problem solving support. Applies computer security policies to safeguard systems and information. Categorizes, isolates, and resolves system problems. Performs fault isolation by validating, isolating, correcting faults, and verifying service restoral with customers. Processes, documents and coordinates resolution of trouble calls from lower support echelons. Processes scheduled and authorized outages. Submits outage reports in response to unscheduled outages.

Implements security updates and patches to include: Information Assurance Vulnerability Assessments (IAVA), C4 Notice to Airman (C4 NOTAM), Time Compliance Network Orders (TCNO), Combat Information Transport System (CITS), Time Compliance Technical Orders (TCTO), operating system patches, and antivirus software. Implements and enforces national, DoD, and Air Force security policies and directives. Performs proactive security functions to deter, detect, isolate, contain, and recover from information system and network security intrusions. Performs system sanitation resulting from Classified Message Incidents (CMIs). Applicant must have a high level of understanding and experience with Microsoft System Center Configuration Manager (SCCM) toolset used to manage and maintain all devices on the base network and manage the computing environment to provide information assurance and protection to ensure the availability, integrity, authentication, confidentiality and non-repudiation of information and information systems. Continually update desktop systems with the latest software and security patches to minimize security vulnerabilities using Microsoft System Center Configuration Manager (SCCM) or other Government-specified software.

#### **AFSC QUALIFICATION REQUIREMENTS:**

**3D0X2 Preferred but not required. Must be able to become 3D0X2 qualified. Failure to complete 3D0X2 course will result in the termination of AGR tour.**

#### **Mandatory AFSC Entry Requirements:**

- Aptitude General 64
- Demonstrated Weight lift of 50 lbs
- PULHES 333233

#### **ADDITIONAL REQUIREMENTS:**

**Knowledge.** Knowledge is mandatory of: Cyber systems elements; capabilities, functions, and technical methods for system operations.

**Education.** For entry into this specialty, completion of high school is mandatory. Additional courses in computer and information systems technology is desirable. Network+ certification or equivalent is desirable.

**Training.** For award of AFSC, completion of Cyber Systems Operations initial skills course is mandatory.

**Experience.** The following experience is mandatory for award of the AFSC indicated:

Qualification in and possession of AFSC 3D032. Experience in functions such as system operations, micro- and multi-user technical support, system restoral, resource counting, or security.

Qualification in and possession of AFSC 3D052. Experience supervising one of the following functions: analysis of system failure and restoral, C-CS operations, command and control systems support, system administration, and resource management.

The following are mandatory as indicated: Specialty requires routine access to Top Secret material or similar environment.

Award of the 3-skill level without a completed SSBI is authorized provided an interim Top Secret clearance has been granted according to AFI 31-501.

**MINIMUM ELIGIBILITY CRITERIA:**

To be accessed in the AGR program, an individual must not have been previously separated for cause from active duty or a previous Reserve Component AGR tour. Members selected for AGR tours must meet the physical qualifications outlined in AFI 48-123. Must not be under a current suspension of favorable personnel actions. Enlisted applicants who are over grade may apply, but must indicate in writing a willingness to be administratively reduced in grade when assigned to the position. Officer applicants cannot be reduced in grade to accept an AGR position. Officer applicants may not enter the AGR program in an overgrade status. The initial tour length is three years. Failure to become AFSC qualified within the specified period is grounds for mandatory involuntary separation from the AGR program. Must have sufficient time remaining (ETS) (MRD) to permit completion of tour of duty. Subsequent tour(s) will be based on authorized force structure in effect. PCS funds have been authorized if in the best interest of the government. See ANGI 36-101 for AGR accession requirements.

**THE NEVADA NATIONAL GUARD IS AN EQUAL OPPORTUNITY EMPLOYER**

Eligible applicants will be considered without regard to race, sex, religion, national origin, or political affiliation. Due to restrictions in assignment to certain units some positions may have gender restrictions.